

HIGHLANDS RECREATION DISTRICT BOARD MEETING

Tuesday, August 14, 2012

APPROVED

Attendants:

BOARD- Hal Carroll (HC)
Michelle McNeil (MM)
Johanna Anton (JA)
James Sell (JS)
Pamela Merkadeau (PM)

STAFF- Brigitte Shearer (BS)
Bryce Robertson (BR)
Jeff Schwartz (JS)

CALL TO ORDER

The meeting was called to order at 7:05 pm by Board Member HC

REVIEW AND APPROVAL OF THE MINUTES

The minutes of the July 10, 2012 Regular Board Meeting were reviewed. A motion approving the minutes was made by Board Member JA. The motion passed.

INTRODUCTION OF GUESTS

Bob Gutierrez, Resident (left at 8:20 pm)
Pearly Masters, Resident (arrived at 7:10pm, left at 8:20pm)
Lailei Hsu, Resident (arrived at 7:10pm, left at 8:20pm)
Stephen Shu, Resident (arrived at 7:10pm, left at 8:20pm)
Biruta Sereda, Resident (arrived at 7:10pm, left at 8:20pm)
Bev Madden, HCA Representative (arrived at 7:15 pm)
Mike Sullivan (arrived at 7:55 pm, left at 8:20pm)
Ann Risberg (arrived at 7:55 pm, left at 8:20pm)

COMMUNICATIONS, ANNOUNCEMENTS & COMMENTS FROM THE AUDIENCE

Residents discussed concerns about parking at and near the Rec Center.

MANAGER'S REPORT

A. Programming- The fall activity guide is completed. Seasonal programs and rentals exceeded goals for FY 2011-2012. The pool snack shack investment has been fully paid off. Summer camp has run smoothly. ASP is at capacity. Senior programming was discussed.

- B. Facilities & Grounds – The Rec has purchased a new golf cart. Several improvement projects are ready to go once the budget is approved.
- C. Administration – Several operational improvement projects are underway, including website redesign and electronic timesheets. Rec and board member required training was discussed.

COMMITTEE REPORTS

- A. The Finance Committee met on July 26 to review the draft budget. Board Member HC reported on that meeting.
- B. Ad hoc Land Committee has no report

FINANCIAL REPORT

The Rec. is at 8% of the proposed budget. The Board reviewed the financial report.

OLD BUSINESS

- A. Conservation Easement update: BS provided an update on the status of the Easement
- B. Yorktown Use Permit status update: BS reported no change on status of use permit application.
- C. 2012-2013 Proposed Budget: The draft budget was discussed. Board Member JS made a motion to pass the preliminary budget. The motion passed unanimously

NEW BUSINESS

- A. Cell phone reimbursement policy. The proposed draft was discussed. No action was taken.

PAYMENT OF THE BILLS

Bills were passed for the Board's review and signatures. Board Member JS made a motion to pay the bills and the motion passed unanimously.

ADJOURNMENT

Board Member JA made a motion to adjourn the meeting and the motion was passed unanimously. The meeting was adjourned at 9:35 pm

Respectfully submitted,

Brigitte Shearer
Board Secretary